

**MACOMB COUNTY, MICHIGAN**

GENERAL FUND

EQUALIZATION DEPARTMENT

GENERAL COUNTY

101

22500

3

DEPARTMENT PURPOSE:

To provide Macomb County with certified assessors for all matters concerning equalization of property.

DEPARTMENT FUNCTIONS:

The Equalization department performs the following duties in assisting the Board of Commissioners in the matter of county equalization:

- The department performs survey assessments for the Board of Commissioners;
- County assessors assist local assessing officers in the performance of their duties and assumes the roll of assessor at the direction of the State Tax Commission for those communities without a certified assessor.
- The department is also required to develop and maintain accurate property descriptions and develop uniform valuation standards and techniques for assessment purposes.
- The department computes the millage reduction multiplier for Headlee, Truth in Taxation and Truth in Assessing for all taxing jurisdictions in the county.

DEPARTMENT POSITION CLASSIFICATIONS	2006 RANGE		AMENDED 2006 BUDGET	2007 BUDGET
Director, Equalization	\$75,142	\$93,927	1	1
Equalization Manager	54,295	67,869	3	3
Appraiser II	37,828	47,285	4	4
Appraiser I	33,434	41,793	2	2
Senior Secretary	32,818	39,779	1	1
Typist Clerk III	27,871	31,852	3	3
<b>TOTAL</b>			<b>14</b>	<b>14</b>

**MACOMB COUNTY, MICHIGAN**

**2007 BUDGET SUMMARY**

FUND 101 - GENERAL FUND  
 ORG 22501 - EQUALIZATION DEPARTMENT

ACCOUNT NAME	FUND 101 2005 ACTUAL	2006 CURRENT BUDGET	ACTUAL YTD 12/29/06	2007 BUDGET ADOPTED
TOTAL PERSONNEL EXPENSES	874,884	1,127,768	934,282	1,190,037
DATA PROCESSING SUPPLIES	0	250	0	250
OFFICE SUPPLIES	2,644	4,500	3,201	4,500
PHOTOGRAPHIC SUPPLIES	607	1,500	0	1,500
BOOKS & PUBLICATIONS	2,638	1,750	1,218	3,250
POSTAGE & DELIVERY	2,076	2,500	2,033	2,500
MEMBERSHIP DUES	1,060	1,200	805	1,200
CERTIFICATION EXPENSE	1,150	1,500	1,000	1,500
LOCAL TRAVEL	7,931	11,050	11,042	8,000
TRAVEL EXPENSE	410	300	178	1,000
PRINT & BINDING	871	2,000	730	2,000
ADVERTISING	1,759	2,000	1,942	2,000
RECORD COPYING	0	0	0	100
EQUIPMENT REPAIR & MAINT	2,221	2,656	2,162	3,156
EMPLOYEE TRAINING	3,598	5,000	0	0
MISCELLANEOUS	0	0	0	250
TOTAL OPERATING EXPENSES	26,965	36,206	24,312	31,206
INSURANCE	6,552	6,573	4,930	7,569
TELEPHONE	8,737	13,250	12,145	9,938
EQUIPMENT RENTAL	2,206	2,206	1,654	2,206
MIS-COMPUTER MAINTENANCE	1,562	1,366	1,252	1,421
MIS-DATA CENTER SERVICES	14,040	17,089	15,665	17,804
TOTAL INTERNAL SVCS COSTS	33,097	40,484	35,645	38,938
TOTAL ORGANIZATION	934,946	1,204,458	994,239	1,260,181